

Middletown Tree Commission Meeting Minutes

For the January 7, 2015 Meeting

The meeting was called to order by Chairperson Karen Day at 3:00 in the Middletown Library Conference Room.

Those attending were: Karen Day, Bill DiMarco, Chuck DiTucci, Alan Kirby, Bob Johnson and Tom O'Loughlin.

Finances:

- There is approximately \$26,200 in the checking account.
 - This includes an \$8,000 grant from The van Bueren Charitable Foundation for 2016. This grant is used for tree maintenance and for our tree subsidy program.
 - It also includes a payment to Sam Kinder for tree maintenance performed.
 - The Keller Williams agent has paid \$2000 of his fine to the Town. It has not yet been transferred to the Tree Commission

1. Old Business:

- Town Center
 - We still do not have an official approval from DEM to proceed.
- A discussion and review of the proposed tree removal/tree pruning procedure and request form thereof for trees on town property was held, and minor changes were undertaken.
 - Tom took an action item to look into existing wording used by the planning zoning boards for similar procedures WRT time allowed to review the request.

- Tom also took an action item to determine who would hear an appeal in the event of a request denial.
- Bill took an action item to develop a simple overview paragraph of the procedure for the website.
- Alan has been keeping a list of trees that require maintenance for a soon to be released bid request to vendors.
 - Bill asked Alan to look at trees at 8 Bartlett Road and at 24 Baldwin due to requests from property owners.
 - After inspection, Alan has decided not to include maintenance on those trees in this bid request.

2. New business

- Karen met with TJ Boudreau from DEM. Mr. Boudreau seems to be interested in having Middletown achieve the “Tree City” designation. Apparently, both Newport and Portsmouth are “Tree Cities”.
 - A discussion ensued. This had been discussed in the past, and at that time, we could see no advantage to it. It is mostly an exercise in paperwork.
 - It was assigned to Karen for further study.
- A discussion of the pros and cons of a town tree survey ensued. Karen took an action item to look into the costs of such a survey, and possibility of grant funding.
 - Alan noted that he is not driving around town like crazy looking at trees.
- A discussion was held regarding the process of reviewing landscaping plans for new developments.
 - Sometimes we get a plan and we than request changes, but we never see the plan again.

- The landscaping plan alone is not enough information for a proper review. At a minimum, we should also receive a utility plan and an elevation.
- At times we are asked to review something that has already taken place.
- What is the procedure for final inspection sign off?
- The above questions and issues should be directed to the town planner
- Somewhat related to the last item above was the issue that BJ is no longer on the planning board and thus the planning board will not be represented on the Tree Commission.
 - It was decided to invite the Town planner.
- It was decided to request a town hall mailing address for the Commission.

The Meeting was adjourned at 4:30

Respectfully submitted,

Bill DiMarco, Secretary